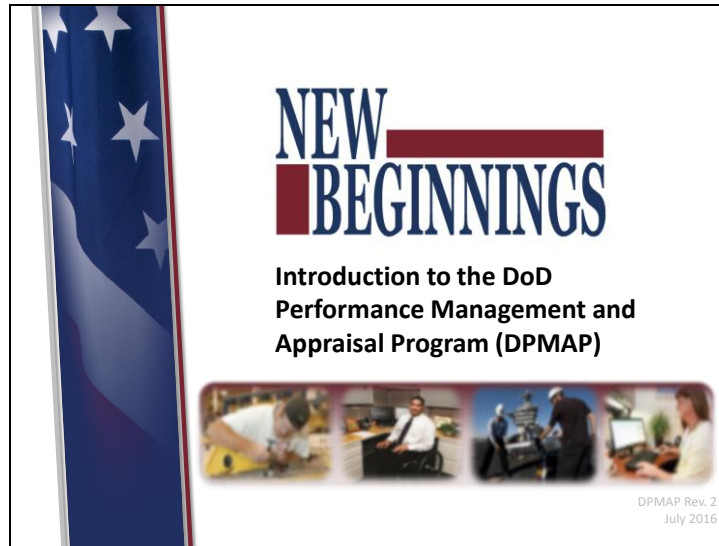




## DoD Performance Management and Appraisal Program (DPMAP)

### Participant Guide

Slide 1



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Slide 2



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Slide 3



Course Information

Lesson 1: Performance Management Overview



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Slide 4



## Introductions

➤ Please share your:

- Name
- Current position
- Location
- Experience in performance management
- Burning questions



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Slide 5



### Administrative Information

- Start and end times for the class
- Timing of breaks
- Timing of lunch
- Smoking area
- Location of bathrooms
- Location of emergency exits
- Mobile devices
- Parking Lot





Division of Community Partnerships  
District of Columbia Public Schools

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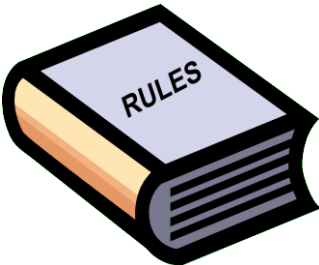
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Slide 6



### Ground Rules

- Participate
- Share experiences
- Respect divergent opinions
- Ask questions
- Avoid private side conversations
- Honor time commitments





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Slide 7



### DPMAP Training Agenda

- 2 - day course
- 7 Lessons
  - ☐ Lesson 1 Performance Management Overview
  - ☐ Lesson 2 Engaged Employees
  - ☐ Lesson 3 Planning Performance
  - ☐ Lesson 4 Continuous Feedback
  - ☐ Lesson 5 Monitoring Performance
  - ☐ Lesson 6 Evaluating Performance
  - ☐ Lesson 7 Recognizing and Rewarding Performance



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Slide 8



### Learning Objectives

Upon completion of this lesson, you will be able to:

- Describe the relationship between performance management and the Department of Defense (DoD) mission and core values
- Identify key performance management roles and responsibilities
- Recognize significant performance management features
- Characterize the DoD performance management model



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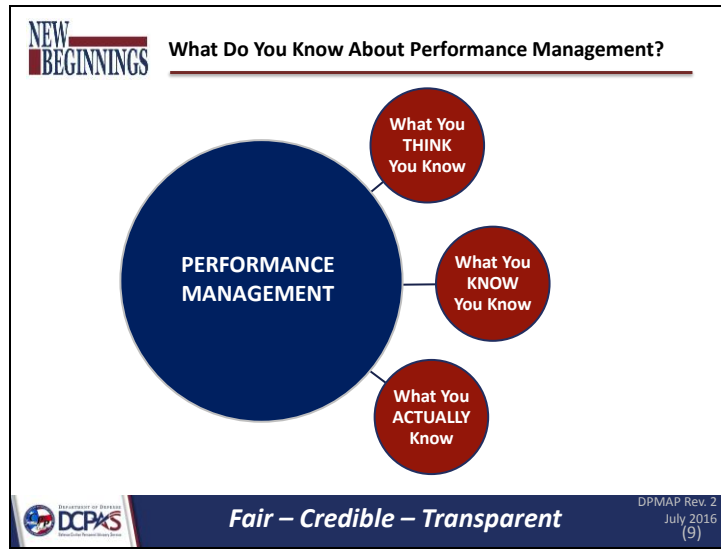
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Slide 9



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Slide 10



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Slide 11

**Pre-Decisional Involvement (PDI) of Labor Representatives and Program Development**

- DoD engaged with labor representatives through the DoD Roundtable
  - Unions holding National Consultation Rights (NCR) under the Labor Relations Statute participated in the development of the DoD Performance Management and Appraisal Program with senior DoD leadership
- Nothing in DPMAP changes the rights of employees, unions, or management
- How the program is implemented may be guided by the collective bargaining agreement (CBA)
  - Depending on the procedures contained in the CBA, bargaining may be required prior to local implementation of the program
- Consult your local Human Resources (HR) Labor & Employee Relations office for collective bargaining guidance

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Slide 12



### DoD Performance Management Process

- Performance Management is the systematic process by which an Agency involves its employees, as individuals and members of a group, in improving organizational effectiveness in the accomplishment of Agency mission and goals. (5 CFR §430.102)
- Performance management is:
  - **Planning** work and setting expectations
  - **Monitoring** performance continually
  - **Evaluating** performance in a summary fashion
  - **Recognizing and rewarding** good performance



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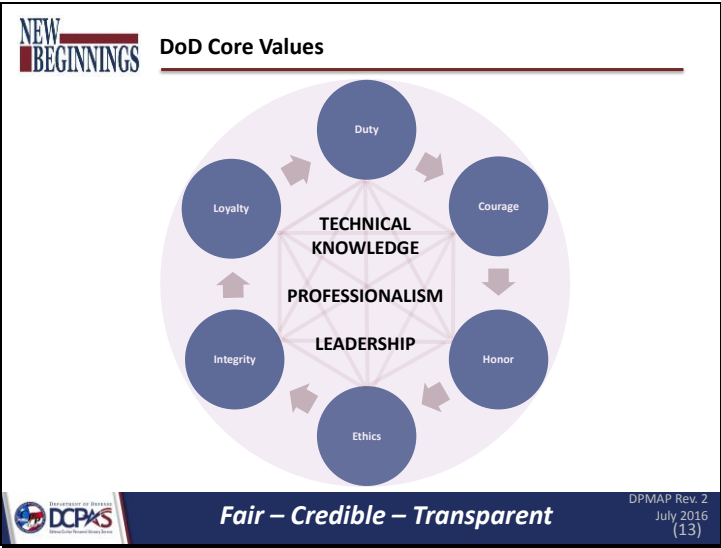
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Slide 13



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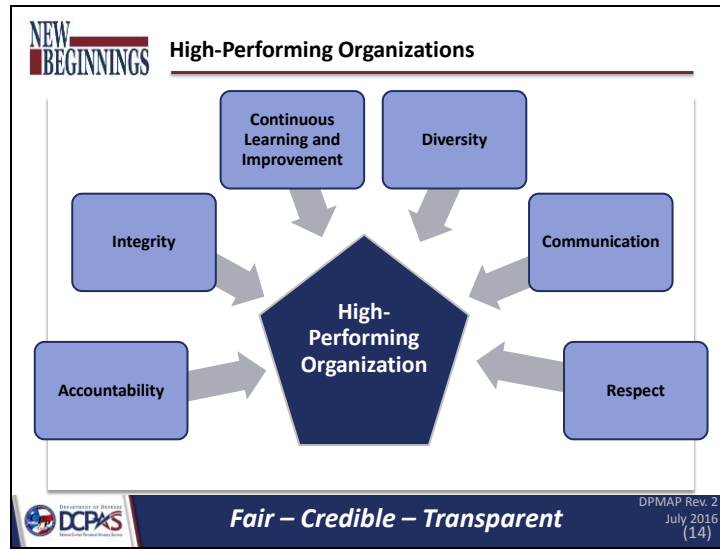
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Slide 14



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Slide 16



Key Performance Management Features





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**Performance Appraisal Cycle**

April 01 through March 31

Minimum of THREE Performance Discussions are *Required* BUT MORE RECOMMENDED

**Three-Level Rating Pattern**

Outstanding (5)  
Fully Successful (3)  
Unacceptable (1)



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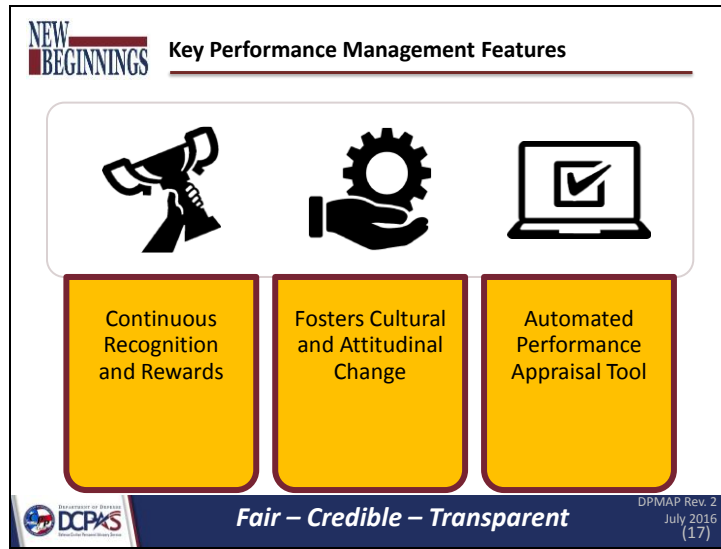
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Slide 17



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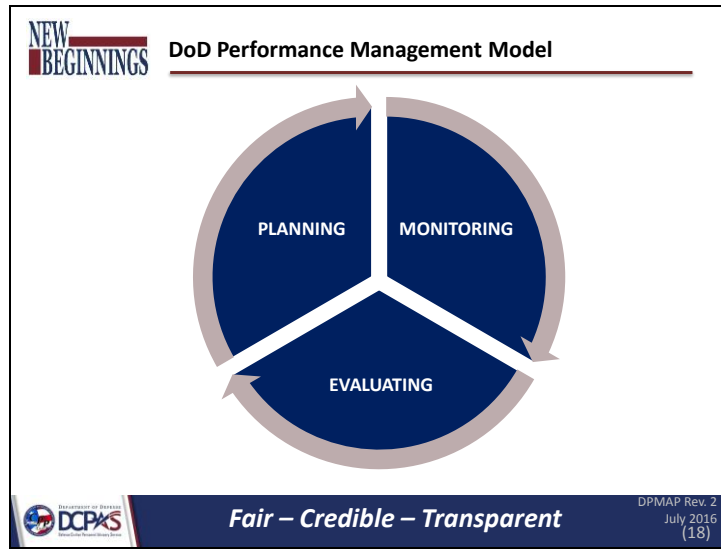
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Slide 18



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Slide 19



### Learning Objectives Review

You should now be able to:

- Describe the relationship between performance management and the Department of Defense (DoD) mission and core values
- Identify key performance management roles and responsibilities
- Recognize significant performance management features
- Characterize the DoD performance management model



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Slide 20



### Questions

➤ Are there any questions?





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Slide 21



### Additional Resources

- National Defense Authorization Act for Fiscal Year 2010, Section 1113(d) DODI 1400.25, Volume 410, DoD Civilian Personnel Management System: Training, Education, and Professional Development.
- DODI 1400.25, Volume 431, DoD Civilian Personnel Management System: Performance Management and Appraisal Program.
- DODI 1400.25, Volume 451, DoD Civilian Personnel Management System: Awards.
- DCPAS Resources and References web site:  
<https://www.cpms.osd.mil/Subpage/NewBeginnings/ResourcesReferences/>
- DCPAS HR Toolkit:  
<https://dodhrinfo.cpms.osd.mil/Directorates/HROPS/Labor-and-Employee-Relations/Performance-Management/Pages/PM-Guides-TipSheets-Checklists.aspx>
- DCPAS LERD web site  
<https://dodhrinfo.cpms.osd.mil/Directorates/HROPS/Labor-and-Employee-Relations/Pages/Home1.aspx>
- Corporate Leadership Council. *Building the High-Performance Workforce: A Quantitative Analysis of the Effectiveness of Performance Management Strategies* (Washington D.C.: Corporate Executive Board, 2002)



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